

BOARD OF TRUSTEES REGULAR MEETING MINUTES
Wednesday, May 11, 2022, 1:30 p.m.

1. **Call to Order:** Chairman Ellmann called the meeting to order at 1:30 p.m.

2. **Roll Call:** The following Roll Call was taken:

Members Present: Phyllis Schmidt, Bensenville Park District
Michael Hixenbaugh, Butterfield Park District
Keith Knautz, Village of Glendale Heights
Maryfran Leno, Itasca Park District (arrived at 1:35 p.m.)
Paul Friedrichs, Lombard Park District
Bruce Baum, Medinah Park District
Randy Splitt, Village of Schiller Park
Matthew Ellmann, Wood Dale Park District

Members Absent: Leslie DeMoss, Addison Park District
Cathy Fallon, Oakbrook Terrace Park District
Greg Gola, Village of Villa Park

Staff Present: Rick Poole, Executive Director
Jerry Barton, Superintendent of Recreation
Carlos Marroquin, Marketing and Communications Manager
Ana Salazar, Office Manager, Acting Recording Secretary

Guests Present: None.

3. **Introduction of Guests and Staff.** Chairman Ellmann stated that Ana Salazar will be the meeting Recording Secretary in the absence of Sue Martellotta. He noted that it was her first time and thanked her.

4. **Public Comments.** None.

5. **Approval of Meeting Minutes.**

Chairman Ellmann requested a motion to approve Board of Trustees regular meeting minutes of April 6, 2022. Motion to approve the meeting minutes was made by Trustee Friedrichs and a second made by Trustee Baum. There being no further discussion, motion passed unanimously on a voice vote with 7 ayes and 0 nays.

6. **Comments and Communications.** Director Poole invited the Board to the NEDSRA TREC Art Show in Wood Dale at White Oaks Park. The NEDSRA Track Meet will take place on May 21 and staff is still seeking volunteers for the meet. He asked that any Trustees wishing to attend to notify him if

they will be there to participate in the pre-ceremony procession. Director Poole also noted that it will begin outside, weather permitting, and not in the field house as in prior years. Chairman Ellmann expressed his appreciation for the information on these events.

7. Consent Agenda.

- a. Chairman Ellmann requested a motion to approve the NEDSRA Disbursements and Financial Statements for the period ending March 31, 2022. The motion was made by Trustee Knautz and the second was made by Trustee Friedrichs. Chairman Ellmann asked if there was any need for discussion. There being none, on a roll call vote, voting aye: Trustee Hixenbaugh, Butterfield Park District; Trustee Knautz, Village of Glendale Heights; Trustee Leno, Itasca Park District; Trustee Friedrichs, Lombard Park District; Trustee Baum, Medinah Park District; Trustee Splitt, Village of Schiller Park; Trustee Schmidt, Bensenville Park District; Trustee Ellmann, Wood Dale Park District. Motion passed with 8 ayes and 0 nays.

8. **Agency Report.** Director Poole said that the consultant Mr. Biondo from Pro's Consulting sent out an email to those that were not able to attend the focus group for the Community Needs Survey. He offered to schedule a phone call or Zoom meeting for those that were unable to attend. Staff is working on a date to schedule the asphalt work on the parking lot. A June 22 Board meeting will likely be necessary to examine, discuss and potentially accept the bid for the front entrance project. He asked the Board to let him know if they are available. The meeting can be via Zoom as the bid will likely be the only item on the agenda. When the date is secured, a notice will be sent out and posted. He gave a friendly notice for Member Partners to spend their ADA funds and referred them to the financial statements for their respective amounts. The Director said he expects to bring the bids for a new van to the June 1, 2022 meeting. The vendors that staff had spoken with said that if a van is ordered in June 2022, it could take two plus year to be delivered. Chairman Ellmann questioned if the price would be locked in. Trustee Friedrichs stated that the long vehicle lead times are industry wide. The one current vehicle that did not have a security panel installed was victim to another theft of the catalytic converter. Outside security cameras are on order and due to be installed soon. Trustees discussed how these thefts are occurring all over the place. It was also noted that the syphoning of diesel fuel is becoming an issue. Director Poole also said that NEDSRA now keeps three vehicles in the garage, which had not been feasible during the upstairs bathroom construction due to all the building materials being stored in the garage. He announced that two open full-time positions are now filled. The new Registrar will start in two to three weeks and the new Recreation Specialist starts in June. Superintendent Barton noted that the TREC Art Show is this evening. There will also be greeting cards with their artwork for sale. The Track Meet has about 150 athletes registered. He believes it will move more quickly this year due a slight adjustment in the schedule. There is the Smokey Mountains trip coming up for participants. Coordinator Cline and he are continuing their efforts to secure and train part-time staff. Trustee Schmidt asked how the trips are staffed or if other professionals are hired. Superintendent Barton explained that there is a full-time staff that leads and two part-time staff chaperones as well. NEDSRA is required to have at least three staff on any overnight program. Marketing Manager Marroquin said that he is continuing to introduce himself to Partner communities and reaching out to their marketing departments. He has also been working with Director Poole on identifying and securing possible golf courses for the Golf Classic to be held. He has reached out to about twelve courses and heard

back from seven. Manager Marroquin has been working with Ana Salazar to learn the process of donation input. Director Poole said that Medinah Golf Course has reached out to say that they may be interested in hosting the Golf Classic in 2023. The Director also noted that Carlos has been doing an excellent job.

9. **Chairman of the Board Comments.** Chairman Ellmann announced that he can now be addressed as "Grandpa!" His son and daughter-in-law had a baby boy. He received congratulations from all.
10. **Old Business.** Chairman Ellmann asked for an update on the Community Needs Survey. Director Poole said that the consultants are still working on the final list of questions. The Chairman asked for an update on the vetting process for the list of questions that will appear on the survey. The Director said the consultants are hoping to speak with any Board members that were not able to make it to a focus group. He hopes to have more details at the June Board meeting. He also noted that the consultants found it interesting that from the participants and family focus group in attendance that it was all about programs and transportation. Whereas with staff, it was about inclusion. Some Member Partner staff were not aware of all of the other services NEDSRA provides other than inclusion. In turn, some family groups were not aware of inclusion programs. He thanked everyone for their input.
11. **New Business.**
 - a. Chairman Ellmann communicated that May and June are usually when the slate of Board Officers is addressed. It has been the recent practice that the slate serves for a two-year term. He asked if the Board would like to alter this and asked for their opinion. Following the current practice, would result in the existing officers remaining in place. A prior chairman, Mark McKinnon, had put in place a practice to nominate new officers every two years alphabetically by community. Trustee Leno stated that this process was never officially voted on. She expressed that having experience on the NEDSRA Board should be an important criteria. Trustee Leno recommended that next year the vote be for a two-year term. Chairman Ellmann agreed, as did Trustee Knautz. The Chairman stated that the consensus, as he is hearing, is to base the next slate of officers on their experience on the Board as a Trustee. He requested a motion. The motion was made to carry the current slate forward for the 2022/2023 year by Trustee Leno and the second was made by Trustee Friedrichs. There being no further discussion, on a roll call vote, voting aye: Trustee Knautz, Village of Glendale Heights; Trustee Leno, Itasca Park District; Trustee Friedrichs, Lombard Park District; Trustee Baum, Medinah Park District; Trustee Splitt, Village of Schiller Park; Trustee Schmidt, Bensenville Park District; Trustee Hixenbaugh, Butterfield Park District; Trustee Ellmann, Wood Dale Park District. Motion passed with 8 ayes and 0 nays. Chairman instructed the slate then be placed on the agenda for the June 1 Board of Trustees meeting.
12. **Board of Trustees Comments.** Trustee Hixenbaugh said they are looking for lifeguards for summer. He noted that recruitment costs are up. Trustee Splitt said they will have an intern starting next week. They are busy getting ready for summer. Trustee Baum indicated that he has filled one of their three full-time openings. Trustee Friedrichs said it is lilac time in Lombard. He said that Lilac Park is an amazing place to see this time of year; everything is in full bloom. Lombard Park District


is finishing up an OSLAD grant. Trustee Knautz said they also are experiencing a delay in finishing up an OSLAD grant that should have been completed in July 2021 but was delayed for a few years. Glendale Heights has a ribbon cutting possibly on July 13 that had been reschedule from May 28. Staffing continues to be an issue as with everyone else. They are also conducting a community survey. Trustee Schmidt announced that Bensenville Park District is holding a grand opening of Breiter Palm Park on June 18 and everyone is welcome to attend. It includes a "Playground for All" and hopes that NEDSRA will attend the opening. She would also like to feature some NEDSRA programming. Trustee Leno is also securing summertime staff. In the past year they have turned over most full-time staff except for two other people and herself. Itasca installed new pool slides and tested them. They are scheduled to open their pool Memorial Day weekend. There is major construction on Bloomingdale Road. She also pointed out the controversial railroad merger and concern with expected increased train traffic through Itasca and other towns along the rail line, therefore adversely affecting the communities. Chairman Ellmann was happy to say that 390 Golf Experience is gaining popularity and attendance. He invited all to come and have fun.

13. Next Meeting Date: Wednesday, June 1, 2022, 1:30 p.m. at the NEDSRA office. There is also a Special Meeting tentatively scheduled for June 22 to take action on the front entrance project.

14. Adjournment: Chairman Ellmann stated that there being no further business before the NEDSRA Board of Trustees, he would entertain a motion to adjourn. The motion was made by Trustee Knautz and a second by Trustee Friedrichs. There being no further discussion, motion passed unanimously on a voice vote with 8 ayes and 0 nays. The meeting was adjourned at 2:13 p.m.

Respectfully submitted,


Susan Martellotta, Recording Secretary


Matthew Ellmann, Chairman


Greg Gola, Board Secretary